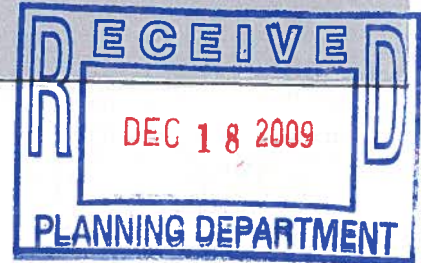


County of Loudoun
Office of Transportation Services

MEMORANDUM



DATE: December 18, 2009

TO: Mike Elabarger, Project Manager
Department of Planning

FROM: Marc Lewis-DeGrace, Transportation Planner

SUBJECT: **SPMI 2009-0007 — AGSI – Archer Property**
First Referral

MLDG

Background

This Minor Special Exception (SPMI) application is seeking approval to allow a small business with up to (6) six employees on less than 10 acres in the Agricultural Rural—1 (AR-2) zoning district. The subject site is a 5.6-acre tract within the Waterford View Estates subdivision on the east side of Milltown Road (Route 673). The site is accessed via a private shared driveway from April Circle. A vicinity map is provided as *Attachment 1*.

In its consideration of this application, the Office of Transportation Services (OTS) reviewed materials received from the Department of Planning on November 18, 2009, including (1) a statement of justification prepared by the Applicant (dated August 20, 2009), and (2) a traffic statement (via email) by the Applicant (dated July 20 and 21, 2009).

Existing, Planned and Programmed Transportation Facilities

The site is located within the Rural Policy Area. Major roadways serving the site are described below. OTS' review of existing and planned transportation facilities is based on the 2001 Revised Countywide Transportation Plan (2001 Revised CTP) and the 2003 Bicycle & Pedestrian Mobility Master Plan (2003 Bike & Ped Plan).

Milltown Road (Route 673) (segment from Lovettsville to Orrison Road (Route 681)), is not part of the CTP network and is a designated Virginia Scenic Byway. Milltown Road is a two-lane (R2) paved local secondary road that is approximately 22 feet wide. Right turn lanes are in place at both intersections with April Circle. According to the most recent data provided by VDOT, Milltown Road carried 320 vehicles per day; please note however, that this data was collected in 2005.

The 2003 Bike & Ped Plan categorizes this segment of Milltown Road as a "baseline connecting roadway" along which bicycle and pedestrian facilities are envisioned. There are currently no bicycle or pedestrian facilities along this section of Milltown Road.

April Circle is not part of the CTP network. April Circle is a two-lane local (R2) secondary road that has not been yet been accepted by the Virginia Department of Transportation (VDOT). April Circle connects to Milltown Road, forming a loop through Waterford View Estates. The road is approximately 20 feet wide. There are no bicycle or pedestrian facilities along April Circle.

Trip Generation

Additional vehicle trips will be generated by the proposed small business use. The number of vehicle trips is dependent on the number of employees who will work at the residence. While the Institute of Transportation Engineers (ITE) does not have a specific trip generation rate for uses this small, below is a chart that illustrates trip generation figures for a typical single family detached residence, the existing home occupation use, and the proposed small business:

	Persons	Total Daily Trips*
Single Family Detached Residence	2 owners **	10
Existing Home Occupation Use	2 owners + 1 employee	14
Proposed Small Business Use (SPMI)	2 owners + 6 employees	34

* Assumes 10 trips per day generated by the household (VDOT rate), and four (4) trips generated for each non-resident employee. Figures do not include any trips from delivery vehicles.

** Two (2) owners listed based on the Applicant's submitted materials.

Transportation Comments

1. The Applicant should confirm the maximum number of employees (other than individuals who reside at the residence) that are proposed to work on-site.
2. The Applicant should confirm whether either of the two (2) part-time off-site employees referenced in the Statement of Justification will travel to the residence at anytime for employment purposes.

Conclusion

OTS will offer a recommendation once it has reviewed the Applicant's responses to the comments identified in this referral. OTS may have additional comments after first submission responses are provided.

ATTACHMENTS

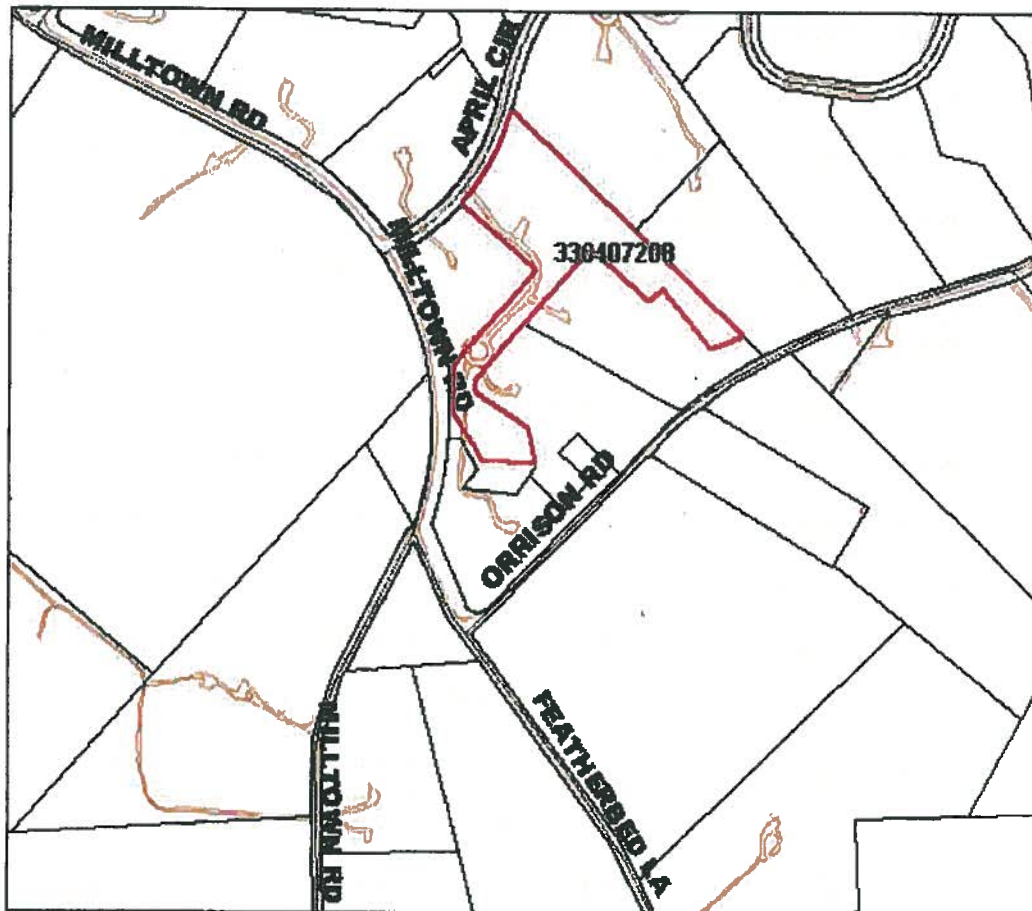
1. Site Vicinity Map
2. Traffic Statement

cc: Andrew Beacher, Assistant Director, OTS
Lou Mosurak, Senior Coordinator, OTS

Loudoun County Mapping System



7,139,487



7,136,737

11,731,062

Map Width=3,144 feet

11,734,205

Created on 12/1/2009 2:49:01 PM

PIN	Address
336407208	13276 April Cir Lovettsville 20180

* General Parcel Information *

PIN: 336407208

Tax Map #: /18//17/////6/

Parcel Address: 13276 APRIL CIR LOVETTSVILLE 20180

Owner Name: ARCHER, MATTHEW D & JENNIFER K R/S

Primary Zoning: AR1

GIS Parcel Type: P

ATTACHMENT 1

George Phillips - RE: FW: SPEX Traffic Letter

From: George Phillips
To: Archer, Matt
Date: 7/21/2009 10:54 AM
Subject: RE: FW: SPEX Traffic Letter
CC: VanHorn, Ginni

Thanks Matt- 7/21/09

Go ahead and include this with your application. You are good to go.

Thanks, George

>>> "Matt Archer" <matt@agsisystems.com> 7/21/2009 10:24 AM >>>
George,

I went out and measured. Milltown Rd. is a standard two lane road and measures approximately 21 feet wide. April Circle is 20 feet wide. I've attached the Map. Let me know so I can continue with the rest of the minor SPEX application process.

Matt Archer
office 540-882-3535
cell 703-863-9366
efax 410-630-5003

From: George Phillips [mailto:George.Phillips@loudoun.gov]
Sent: Monday, July 20, 2009 3:57 PM
To: Matt Archer
Subject: RE: FW: SPEX Traffic Letter

Matt- 7/20/09

I think it would be more accurate to just measure them. You could also try Live Search Maps (Bing) in the Internet but even at the bird's eye view it may be hard to get an exact measurement. Check it out and see.

George

>>> "Matt Archer" <matt@agsisystems.com> 7/20/2009 1:15 PM >>>
George,

Do you know where I would find the width of the streets online or should I just go measure them?

Matt Archer
office 540-882-3535
cell 703-863-9366
efax 410-630-5003

ATTACHMENT 2

From: George Phillips [mailto:George.Phillips@loudoun.gov]
Sent: Monday, July 20, 2009 10:32 AM
To: Matt Archer
Subject: Re: FW: SPEX Traffic Letter

Matt- 7/20/09

Thanks for sending this. The only other thing you need to attach is a map of the neighborhood which includes the location of the property.

Also, you need to mention how wide the roads are. For example, is Milltown Road 18 feet wide? 24 feet wide? etc. How about April Circle?

That's it. Once I get this information back from you, I can then recommend that this traffic information be accepted with your over all application.

Thanks, George Phillips

>>> "Matt Archer" <matt@agsisystems.com> 7/14/2009 6:56 PM >>>
George,

See the information you requested below in red. Let me know so I can proceed with my minor SPEX application.

What business does - We are an IT solutions provider for the Federal Governemnt

hours of operations - 8:30-6

how many employees (including people at house) my wife and I live at the house + 4 employees

how many trips, lunches, deliveries, coming and going from work, 3 cars come at 8:30 and leave around 6pm.

Employees usually eat lunch on site. They may go out on special occasions in one car. We usually have 1 UPS or FedEx delivery a day.

parking - at present there are three cars that park in my 4 car garage

describe roads and directions to get there - 13276 April Circle, turn on Milltown road, turn on to April Circle

how wide roads are standard 2 lane highway roads

entrance turn lanes yes right hand turn entrance lane into neighborhood

no site distance problems, appears adequate

Matt Archer

AGSI Systems

office 540-882-3535

cell 703-863-9366

efax 410-630-5003

Virginia Department of Transportation
Traffic Engineering Division
2008
Annual Average Daily Traffic Volume Estimates By Section of Route
Loudoun Maintenance Area

Route	Length	AADT	QA	4Tire	Bus	Truck				QC	K Factor	QK	Dir Factor	AAWDT	QW	Year
2Axle 3+Axle 1Trail 2Trail																
Loudoun County																
(670) Folly Lane	1.20	300	R			53-672 Lovettsville Rd					NA			NA		03/02/2002
						Dead End										
(671) Harpers Ferry Rd	1.44	3300	F	98%	0%	1%	0%	1%	0%	C	0.095	F	0.760	3500	F	2008
(671) Harpers Ferry Rd	1.84	3100	F	97%	1%	1%	0%	1%	0%	C	0.097	F	0.778	3300	F	2008
(671) Harpers Ferry Rd	3.48	3200	F	97%	1%	1%	0%	1%	0%	F	0.098	F	0.837	3400	F	2008
(671) Harpers Ferry Rd	0.79	3300	F	97%	1%	1%	0%	1%	0%	F	0.087	F		3600	F	2008
						US 340 Jefferson Pike										
Town of Lovettsville																
(672) Lovettsville Rd	0.08	1900	F	95%	2%	2%	0%	0%	0%	C	0.103	F	0.516	2000	F	2008
						ECL Lovettsville										
Loudoun County																
(672) Lovettsville Rd	3.03	1900	N	95%	2%	2%	0%	0%	0%	N	0.103	N	0.516	2000	N	2008
(672) Lovettsville Rd	2.64	1400	F	95%	2%	2%	0%	0%	0%	F	0.106	F	0.779	1500	F	2008
						US 15 James Monroe Hwy										
(673) Evan Rd	0.50	120	R			53-680 Axline Rd					NA			NA		05/02/2005
(673) Evan Rd	0.70	180	R			53-675 Fry Farm Rd					NA			NA		05/02/2005
(673) Irish Corner Rd	0.30	480	F	94%	3%	2%	1%	0%	0%	F	0.105	F	0.673	510	F	2008
(673) Irish Corner Rd	0.32	640	F	94%	3%	2%	1%	0%	0%	C	0.097	F	0.627	690	F	2008
(673) Irish Corner Rd/Broad	1.53	1200	F	94%	3%	2%	1%	0%	0%	F	0.100	F	0.699	1300	F	2008
						WCL Lovettsville										
Town of Lovettsville																
(673) Irish Corner Rd/Broad	0.30	1200	N	94%	3%	2%	1%	0%	0%	N	0.100	N	0.899	1300	N	2008
(673) Broad Way East	0.22	2900	F	96%	2%	1%	1%	1%	0%	C	0.111	F	0.885	3100	F	2008
(673) Broad Way East	0.07	2900	F	96%	2%	1%	1%	1%	0%	F	0.112	F	0.77	2900	F	2008
(673) Broad Way East	0.25	3300	F	96%	2%	1%	1%	1%	0%	F	0.109	F	0.709	3500	F	2008
						53-672 SCL Lovettsville										
Loudoun County																
(673) Milltown Rd	2.05	320	R			53-672 SCL Lovettsville					NA			NA		05/02/2005
(673) Featherbed Lane	2.70	110	R			53-681 S, Orrison Rd					NA			NA		05/02/2005
(673) Bald Hill Rd	2.00	220	R			53-665 N, Loyalty Rd 53-665 S, Loyalty Rd					NA			NA		05/02/2005
						53-663 Taylorsville Rd										
(674) Dutchmans Creek Rd	1.40	90	R			Dead End					NA			NA		03/02/2002
						53-663 Tollhouse Rd										